

MEETING NOTICE

TO: Budget, Finance & Investment Committee

FROM: Joyce Ealy, Chairman

TIME: Thursday, February 5, 2009 – 5:30 P.M.

PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. General Fund Budget Amendments:
 - A. Health Department
 1. Budget Amendment
 2. Approve Grant Contract with Tennessee Department of Health
 - B. General Sessions Court
 - C. Correctional Work Center
 - D. Sheriff's Department
 - E. Ambulance Service
 - F. Employee Benefits/Employee Insurance
 - G. Employee Benefits/Long Term Disability (All Funds)
5. Solid Waste/Sanitation Fund Budget Amendment
6. Request Permission to Submit HOME Grant Application
7. Approve Grant Contract with State of Tennessee, Department of Military for 2008 Homeland Security Grant
8. Annual Inflation Adjustment of the Financial Assurance for the Rutherford County Landfill
9. General Purpose School Fund Budget Amendment
10. School Building Program Budget Amendment
11. Education Capital Projects Fund Budget Amendment
12. Insurance Report
 - A. Financial Report
 - B. Proposal for New Hires
 - C. Five-Year Phase-In for Post 65 Rate Structure
 - D. Proposal Regarding Post 65 Retirees and Employees with 30 Years of Service as of March 1, 2009
13. Other Business

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To also include items that may be forwarded by Steering Committee & Public Works Committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

1. The minutes of the January 8, 2009 meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Finance Director will present the Fund Condition Report for the month ending January 31, 2009
4. **General Fund Budget Amendments:**

A. The Health Department Director will be requesting approval of the following:

1. A budget transfer to provide an additional appropriation for office supplies. Typically the State of Tennessee has provided these supplies to the Health Department, but the director has been informed that the State will no longer provide the supplies:

From: 101-55110-399 – Other Contracted Services -\$7,000

To: 101-55110-499 – Other Supplies & Materials - \$7,000

2. The Finance Director will be requesting approval of a Contract with the Tennessee Department of Health for the provision of local health services.

B. The General Sessions Court Administrative Supervisor will be requesting approval of the following budget transfer to provide adequate funding for the Office Supplies Account:

From: 101-53300-709 – Data Processing Equipment - \$1,000

To: 101-53300-435 – Office Supplies - \$1,000

C. The Correctional Work Center Superintendent will be requesting approval of the following budget transfer to provide sufficient funding for the Maintenance Agreements Account:

From: 101-54220-418 – Equipment & Machinery Parts - \$1,750

101-54220-499 – Other Supplies & Materials - 1,750

To: 101-54220-334 – Maintenance Agreements - \$3,500

D. The Sheriff's Department will be requesting approval of the following budget transfers and amendments to transfer money within their budget to cover estimated extradition costs; and to request \$5,000 from Undesignated Fund Balance to appropriate unspent 07-08 Community Enhancement Grant money for rehabilitation:

From: 101-54110-334 – Maintenance Agreements - \$ 1,830

101-54110-186 – Longevity - 1,225

101-54110-187 – Overtime Pay - 8,945

101-54110-199 – Other Per Diem & Fees - 5,000

101-54110-196 – In-Service Training - 1,000

101-54110-312 – Contracts w/Private Agencies - 1,000

101-54110-336 – Maint./Repair Equipment - 1,000

To: 101-54210-354 – Jail/Transportation Other than Students - \$20,000

From: 101-39000 – Undesignated Fund Balance - \$ 5,000

To: 101-54210-499 – Jail Other Supplies/Materials - \$ 5,000

E. The Ambulance Service Director will be requesting approval of the following budget amendment to provide additional funding for the Part Time Personnel Account due to an unusual number of employees on FMLA and to cover employee vacations:

From: 101-39000 – Undesignated Fund Balance - \$127,027

Explanation of Agenda Items (cont'd)

To:	101-55130-169 – Part Time Personnel -	\$118,000
	101-55130-201 – Social Security -	7,316
	101-55130-212 – Employer Medicare -	1,711

The Ambulance Service Director will be requesting approval of the following budget amendment to appropriate payments received from MTSU for providing medical coverage at events:

Increase Revenue: 101-43990 – Other Charges for Services - \$7,010

Increase Expend.:	101-55130-187 – Overtime Pay -	\$5,820
	101-55130-201 – Social Security -	360
	101-55130-204 – State Retirement -	744
	101-55130-212 – Employer Medicare -	86

- F. The Finance Director will be requesting approval of the following budget amendment to provide adequate funding for Employee Insurance to agree with the actual amount being paid:
- G. The Finance Director will be requesting approval of budget amendments for all funds to provide funding for the Long Term Disability Program, which is a part of the On-the-Job Injury Program:
5. The Solid Waste Director will be requesting approval of the following budget transfer to provide funding for the Uniform Account:
- | | | |
|-------|--|---------|
| From: | 116-55732-708 – Communications Equipment - | \$1,400 |
| To: | 116-55732-451 – Uniforms - | \$1,400 |
6. The Grant Coordinator will be requesting permission to submit an application for the HOME Grant in the amount of \$500,000 which does not require any local matching funds.
7. The Emergency Management Director will be requesting approval of a Grant Contract with the State of Tennessee, Department of Military, Tennessee Emergency Management Agency for the 2008 Homeland Security Grant in the amount of \$283,841. The grant contract shall be effective for the period commencing on September 1, 2008 through June 30, 2011.
8. An amendment to the Contract in Lieu of Performance Bond regarding the Rutherford County Landfill will be requested reducing the total amount of financial assurance from \$3,841,447 to \$3,754,841.
9. **General Purpose School Fund Budget Amendments:**
The Director of Schools will be requesting approval of the following budget amendment from the General Purpose School Fund ending fund balance to pay off the note receivable issued for the Brown property:
- | | | |
|-------|---|-------------|
| From: | 141-39000 – Undesignated Fund Balance - | \$1,569,000 |
| To: | 141-99100-590 – Transfers Out - | \$1,569,000 |
10. The Director of Schools will be requesting a cleanup amendment for the Homer Pittard Campus School Renovation by amending \$178,783 from the 2005 Elementary Repairs and \$869 from the 2005 Secondary Repairs to the main Campus School Renovation Budget and to amend the line items within the Campus School Renovation budget.
11. The Director of Schools will be requesting approval to change the \$650,000 for the 2009 McFadden Renovation Project to the John Coleman Renovation Project.
12. Mrs. Lois Miller, Insurance Director will present the following items:
- A. Monthly Financial Report

Explanation of Agenda Items (cont'd)

- B. The Insurance Committee has recommended three GASB 45 proposals
 - 1. Regarding new hires, as of March 1, 2009 the County contribution would be limited to \$300 per month or the actual cost of the coverage, whichever is less, to each eligible retiree; change the post-65 plan to remove pharmacy benefits; change the eligibility requirements to age 60 with 20 years of service and 15 consecutive years on the plan or any age with 30 years of service and 15 consecutive years on the plan.
 - 2. The Insurance Committee has proposed to move future post-65 retirees to the appropriate 50% contribution rate structure. The proposal is to make this effort over a period of five years so that members approaching retirement have time to plan for their cost.
 - 3. Regarding Post 65 retirees and employees with 30 years of service as of March 1, 2009, the Insurance Committee will be proposing to allow this population to pay only 25% of the adequate premium for themselves and 50% of the adequate premium for their spouses.
- 13. Other Business